



Health
Budgets &
Financial
Policy



Navigating the UBO Web Sites

20 April 2010 – 0800, 1400, 2100 EDT

22 April 2010 – 0800, 1400 EDT

Dial-in: 877-960-7130

Code: 2378585



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Objectives

- Explain site navigation
- Explore available resources on the Web site
- Demonstrate how to access and use the alternate site
- Discuss recent additions and future plans for improvement
- Answer questions



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Site Navigation

- Home page:
<http://www.tricare.mil/ocfo/mcfs/ubo/index.cfm>
 - Navigation pane
 - Latest news and important updates
 - Links: internal and external



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Home Page

OCFO : MC&FS : Uniform Business Office - Windows Internet Explorer

http://www.tricare.mil/ocfo/mcfs/ubo/index.cfm

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OCFO : MC&FS : Uniform Business Office

TRICARE HOME

OCFO HOME

Contact UBO | FAQs

MC&FS Management Control & Financial Studies Division

Financial Studies | Financial Systems | Management Control | Program Integrity | Data Quality Management Control | MEPRS | UBO

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Uniform Business Office

Latest News

2010 Conference presentations are available on the [UBO/UBU Annual Conference page](#).

Training

The April teleconference will be held on 20 and 22 April. It will address the UBO Web site navigation and resources.

For information on this and other teleconferences, please visit the [Teleconferences](#) page.

FAQ's

- [General UBO Frequently Asked Questions](#) doc 57.0 KB
- [CSE Frequently Asked Questions](#) doc 142.5 KB
- [TPOCS for MAC Billing \(Updated 7-26-06\)](#) doc 374.0 KB

FYI

Due to Privacy concerns, personal identifiers, such as names and personal e-mail addresses, have been removed from the documents on this site. We apologize for this inconvenience.

For questions or comments, please e-mail the [UBO Support Helpdesk](#), or leave a message for the Helpdesk staff at (703) 575-5385. Phone messages will be returned within one business day.

Important Links

- [Uniform Biostatistical Utility \(UBU\)](#)
- [Military Health System's Help Desk](#)
- [Third Party Outpatient Collection System \(TPOCS\)](#)
- [MEPRS Information Portal](#)
- [Composite Health Care System \(CHCS\)](#)
- [Data Quality Management Control Program](#)
- [Approved DoD Forms](#)
- [UBOmetrics.org](#)



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Site Navigation

- Subject pages
 - Major category and detail pages
 - “Jump back”



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Subject Pages

OCFO : MC&FS : UBO : MHS Rates : Pharmacy Dispensing Fee - Windows Internet Explorer

http://www.tricare.mil/ocfo/mcfs/ubo/mhs_rates/phar_dispensing_fee.cfm

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OCFO : MC&FS : UBO : MHS Rates : Pharmacy Dispen...

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MC★FS Management Control & Financial Studies Division

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MHS Rates : Pharmacy Dispensing Fee

The pharmacy charge is calculated by multiplying the number of units (e.g., tablets or capsules) dispensed by the unit measure cost for the dispensed National Drug Code (NDC) listed in the applicable pharmacy rate table and then adding the dispensing fee. Prior to July 2007, the dispensing fee was set to recover non-ingredient costs, including overhead, supplies, and labor, incurred to fill the prescription. Between July 2007 and January 2010, the dispensing fee was set to zero.

Effective January 3, 2010, the dispensing see is set to \$2.00 per drug dispensed to mirror the average allowable dispensing fee allowed under the TRICARE Retail Pharmacy Program. The dispensing fee is no longer tied to direct care operating costs.

The dispensing fee is \$0.00 for prescriptions filled between July 2007 and January 2010.

Prior to July 2007, a pharmacy dispensing fee was added to the charge to cover the cost of dispensing the prescription. Pharmacy dispensing fees are listed below.

- Pharmacy dispensing fee for 2006 - \$8.00 (Updated 5-10-2006)
[CY06 Outpatient Dispensing Fee Methodology](#) ppt 15656.5 KB
- Pharmacy dispensing fee for 2005 - \$8.00 (Updated 8-31-2005)
- Pharmacy dispensing fee for 2004 - \$7.00 (Updated 8-27-2004)

[Back to Rates](#)



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Available Guidance



- Laws, Regulations, Policies, Guides
- Links
- Library



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OCFO : MC&FS : UBO : Policy/Guidance - Windows Internet Explorer

http://www.tricare.mil/ocfo/mcfs/ubo/policy_guidance.cfm

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OCFO : MC&FS : UBO : Policy/Guidance

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Policy/Guidance

There are many valuable policy-related resources on the Web for UBO personnel.

Federal Laws (Statutes) (DoD is in Title 10; HHS is in Title 42)

- <http://uscode.house.gov/search/criteria.shtml> (US Code Search)
- <http://www.thomas.gov/> (Congressional Web Site)
- <http://www.access.gpo.gov/uscode/uscmmain.html> (Electronic version)

Federal Regulations (DoD is in Title 32, HHS is in Title 42)

- <http://ecfr.gpoaccess.gov/cgi/text?text-idx?c=ecfr&tpl=%2Findex.tpl> (electronic version of the Code of Federal Regulations)
- http://www.access.gpo.gov/su_docs/fedreg/frcont08.html (Federal Register)
- <http://www.gpoaccess.gov/cfr/> (paper version of the Code)

DoD Issuances

- <http://www.dtic.mil/whs/directives/> (includes Directives, Instructions, and Manuals)
- <http://www.health.mil/HAPolicies.aspx> (TMA Guidance Documents - includes HA policies, TMA Policies and other documents)

Helpful Links

- http://www.tricare.mil/mhsophsc/mhs_supportcenter/Glossary/glossary.htm (TMA Support Center Glossary [with Acronym List])

[Policy Letters](#)

[Manuals](#)

[User Guide](#)

For questions or comments, please e-mail the [UBO Support Helpdesk](#), or leave a message for the Helpdesk staff at (703) 575-5385. Phone messages will be returned within one business day.

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Viewing or printing the PDF documents found on this site requires the use of Adobe Acrobat Reader, which you may download [here](#).

Get Adobe Reader

OCFO : MC&FS : UBO : Archives - Windows Internet Explorer

http://www.tricare.mil/ocfo/mcfs/ubo/archives.cfm

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Document Library

Document Library

- [DD Form 2569](#) pdf 447.1 KB
- [Health Care Provider Taxonomy - Version 6.0](#), PDF 419KB
- [New ICD-9 Codes for FY09](#) xls 55.5 KB
- [2008 ICD-9 CM Update](#)
- [FY08 Added, Modified and Deleted Codes](#) xls 128.0 KB
- [FY08 Procedure Codes and Descriptions](#) xls 577.5 KB
- [FY08 Diagnosis Codes and Descriptions](#) xls 2665.5 KB
- [2007 ICD-9 CM Update](#)
- [Added, Modified, and Deleted Codes](#) doc 70.5 KB
- [Diagnosis Codes and Descriptions](#) txt 1952.8 KB
- [Procedure Codes and Descriptions](#) txt 460.5 KB
- [2007 CPT and HCPCS Update](#)
- [CY07 HCPCS Adds, Mods, and Deletes](#) xls 179.7 KB
- [CY07 CPT Adds, Mods, and Deletes](#) xls 1069.1 KB
- [CY07 Master List Adds, Mods and Deletes](#) xls 462.5 KB
- [CY 2007 Full CPT Codes List with Descriptors](#) xls 9730.0 KB

Past Teleconferences

2008

- [2009 ICD-9 Updates and Impacts](#)
- [2009 ICD-9 Updates and Impacts Presentation Slides](#) ppt 232.5 K
- [2009 CPT & HCPCS Level II Updates & Billing Impacts](#)
- [Frequency Of 2009 Deleted ICD-9 Codes By DMIS ID](#) xls 131.5 K
- [2008 MHS CPT Updates](#)
- [2008 MHS CPT Update Presentation](#) ppt 139.0 K
- [New 2008 CPT Telephone Call Codes - How to Code in the MHS](#)
- [New 2008 CPT Telephone Call Codes](#) ppt 1485.0 KB
- [January 2008 Pharmacy Rate Table Update](#)
- [Jan 2008 Pharmacy Update Presentation](#) ppt 265.0 KB
- [2008 ICD-9-CM Update](#)
- [2008 ICD-9-CM Update](#) ppt 302.0 KB
- [2008 Outpatient Itemized Billing Rates Update](#)
- [2008 OIR Rates Update Presentation](#) ppt 233.5 KB



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Alternate Site

- Alternate site walk-through
 - <https://my.altarum.org/sites/ubo/default.aspx>
 - Domain = mi-sharepoint
 - User Name = ubo user
 - Password = ubo_2008



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Alternate Site

2009 Billing Guidance

[2009 DoD VA Outpatient Billing Guidance](#) (PDF 111.7 KB) This guidance is also available on the UBO alternate site along with the Pharmacy Price Estimator Tool. The estimator and billing guidance can be downloaded from the "Shared Documents" folder. Access the alternate site as described below.

The UBO has developed a tool to assist billing office staff and other government organizations with estimating the costs of pharmaceuticals. This tool, referred to as the DoD VA Sharing Pharmacy Price Estimator is available from our alternate UBO site.

To access the alternate site [click here](#). The estimator application and database files are available under the Shared Documents folder.

For Users Running Windows XP:

Username: mi-sharepoint\ubo user
Password: ubo_2008

Running the Pharmacy Estimator requires that the user have Microsoft Access on their computer.
Updated 9-9-09.



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Alternate Site

- Logging on
 - <https://my.altarum.org/sites/ubo/default.aspx>
 - Domain = mi-sharepoint
 - User Name = ubo user
 - Password = ubo_2008
- Navigation
- Download material





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Alternate Site

Shared Documents - Windows Internet Explorer

https://my.altarum.org/sites/ubo/Shared%20Documents/Forms/AllItems.aspx

UBO Support

Welcome MI-SHAREPOINT\UBO user | My Site | My Links

This List: Shared Documents

UBO Support > Shared Documents

Shared Documents

Share a document with the team by adding it to this document library.

Actions

View: All Documents

Name	Last Modified	Modified By
Annual Conference	4/2/2010 10:09 AM	Lisa Matthews
	4/2/2010 10:07 AM	Lisa Matthews
	11/14/2008 2:55 PM	Tom White
DoD VA Pharmacy Price Estimator - 1Sept09	9/9/2009 5:01 PM	Tom White
Pharmacy Price Estimator	4/2/2010 10:08 AM	Lisa Matthews
Reference Material- VA Guidance	10/23/2007 11:12 AM	Kalyani Prasad



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Recent Additions

- “Home”
- Look & feel of Home page
 - Categories
- Getting Help
 - Helpdesk link – now on every major subject page
 - For questions or comments, please e-mail the UBO.Helpdesk@altarum.org, or leave a message for the Helpdesk staff at (703) 575-5385. Phone messages will be returned within one business day.



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Plans for Improvement

- At-a-glance categories
- Consistent placement of frequently used links
 - Alternate site - currently in flow of text



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Questions

Our questions to you:

- What features would you like incorporated?
- Which site features have been a challenge for you?
- Other suggestions for improvement?
- Other helpful links?

Please e-mail recommendations to:

UBO.helpdesk@Altarum.org

Subject: UBO Web Site



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Contact Us

UBO.helpdesk@Altarum.org

Or

703-575-5385